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POM-06 Working Group

Kickoff Meeting

May 2, 2003

Agenda

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Project Description

Background

Approach

Responsibilities / Deliverables

POA&M

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Purpose

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The purpose of this initiative is to:

Develop a detailed plan for POM-06 that identifies organizational responsibilities, deliverables, due dates, milestones and improvements to the DON PPBS process

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Problem Definition

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PPBS process is complex, time consuming, & redundant

Execution of PPBS process is undisciplined

Recent PPBS process changes have not been communicated into actionable guidance at the action officer level

Result = churn, duplicate work & frustration

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Project Goals

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- **Clear definition of PPBS process including roles, responsibilities and deliverables**
- **Iterative improvement of PPBS process**
- **Identification of sufficient time within PPBS process for meaningful Senior Level review & discussion**
- **Communication of process to all PPBS participants**

Provide a head start on POM-06

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PPBS Improvement Background

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This is not the first PPBS Improvement initiative. Other OPNAV efforts:

- *FYDP Improvement*
  - OSD directed 3 yr effort comprised of PBIS, BPR & PE restructuring
- *IRRMP*
  - DNS led effort to streamline POM-Budget process
- *DNS ZBR*
  - Ongoing task to improve PPBS related executive decision making

There is an existing body of knowledge to leverage

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Approach

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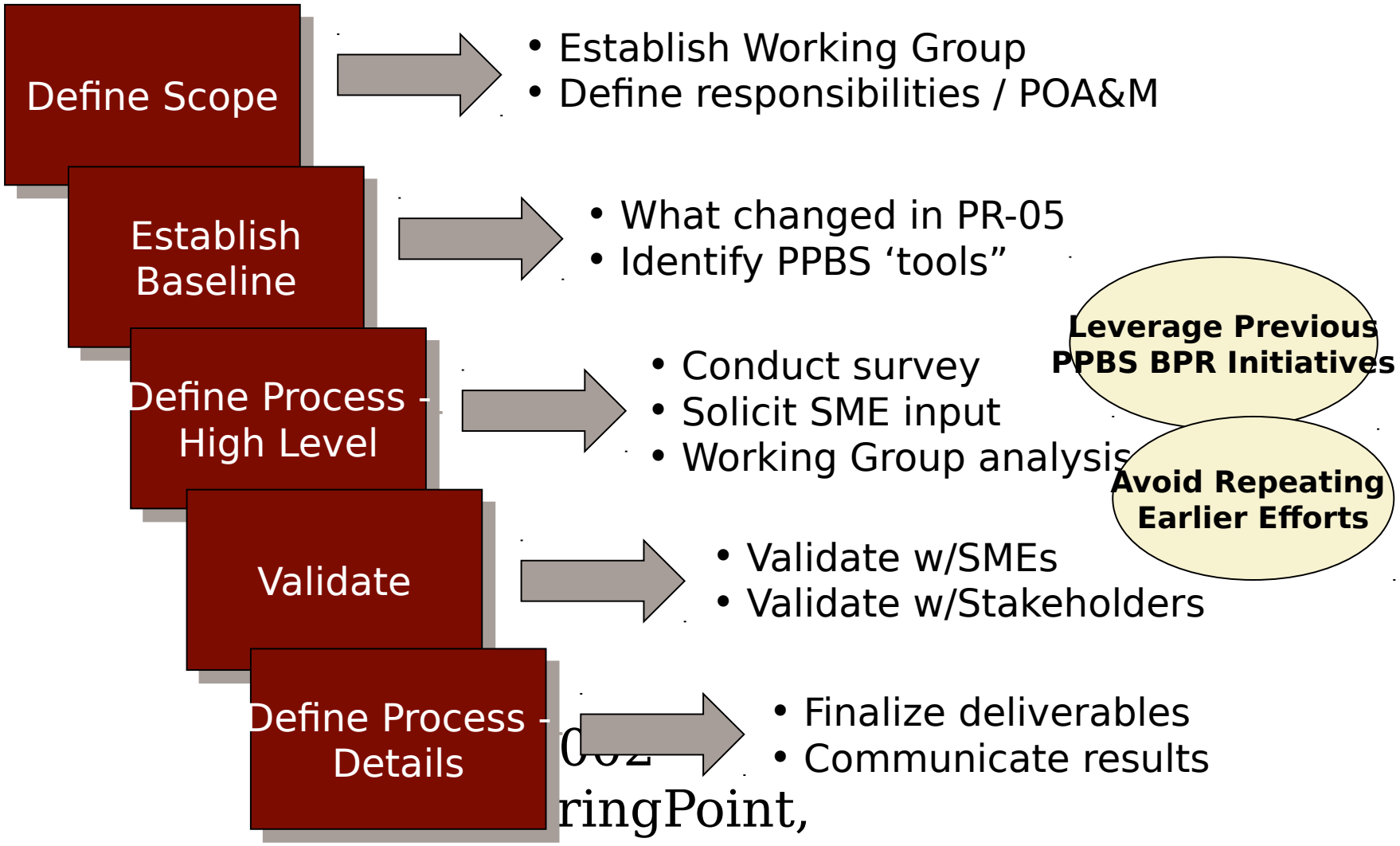

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Deliverables

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Detailed Process Map

- Capture all events over 2 year cycle
- Identify deliverables – what / who / when
- Incorporate process improvements

Process Narrative / Dictionary

- Standardize definitions / Define new terms

Calendar

- Include all milestones, deliverables, hard due dates (i.e. OSD driven)

POM-06 Road Map & Operating Guidelines

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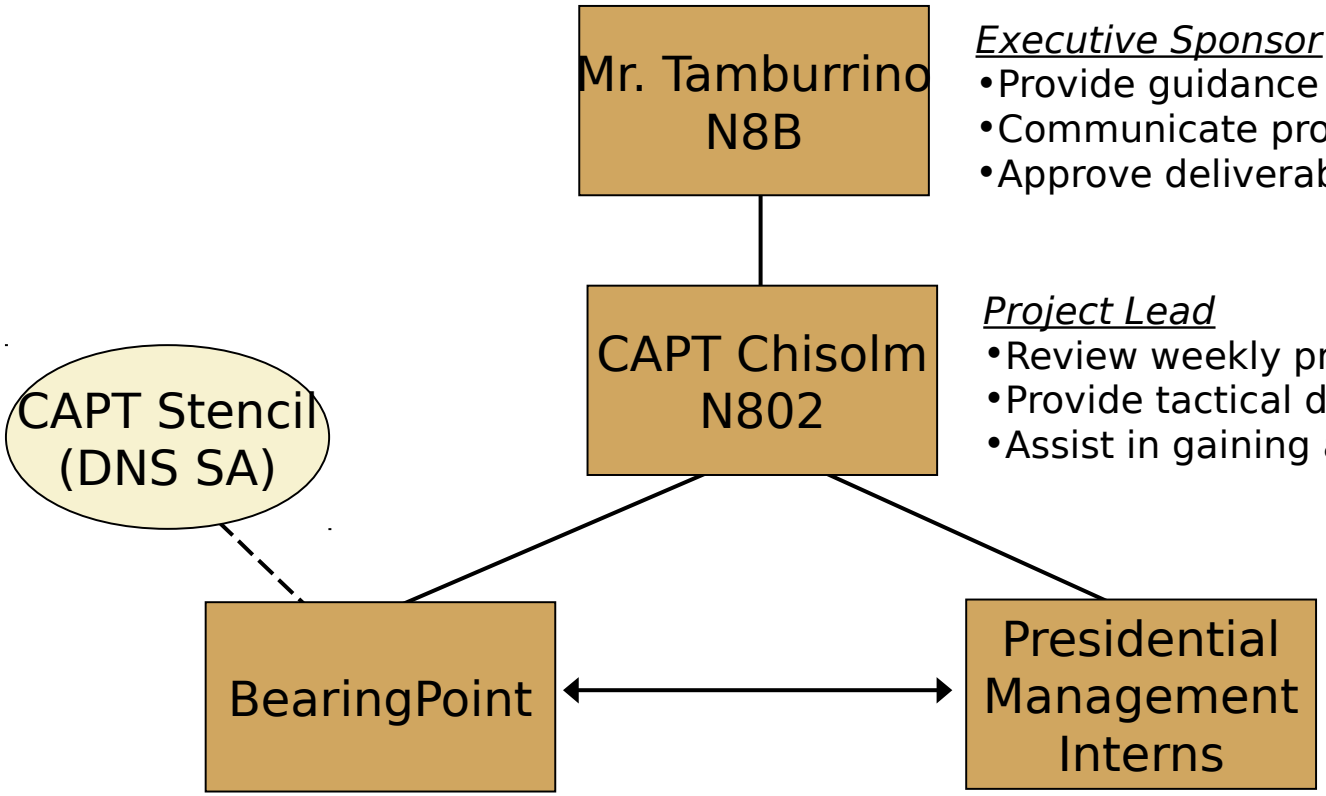
Roles & Responsibilities



Executive Sponsor
- Provide guidance & overall project directi
- Communicate project at OPNAV Exec. Lev
- Approve deliverables

Project Lead
- Review weekly progress & deliverables
- Provide tactical direction
- Assist in gaining access to SMEs

Project Support & Management
- Perform project management
- Coordinate tasks
- Perform project activities
- Prepare deliverables
- Provide feedback to Project lead & Sponsor

Project Support
- Perform project activities – research, survey
- Conduct process analysis
- Develop process recommendations
- Assist in developing deliverables

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POA&M

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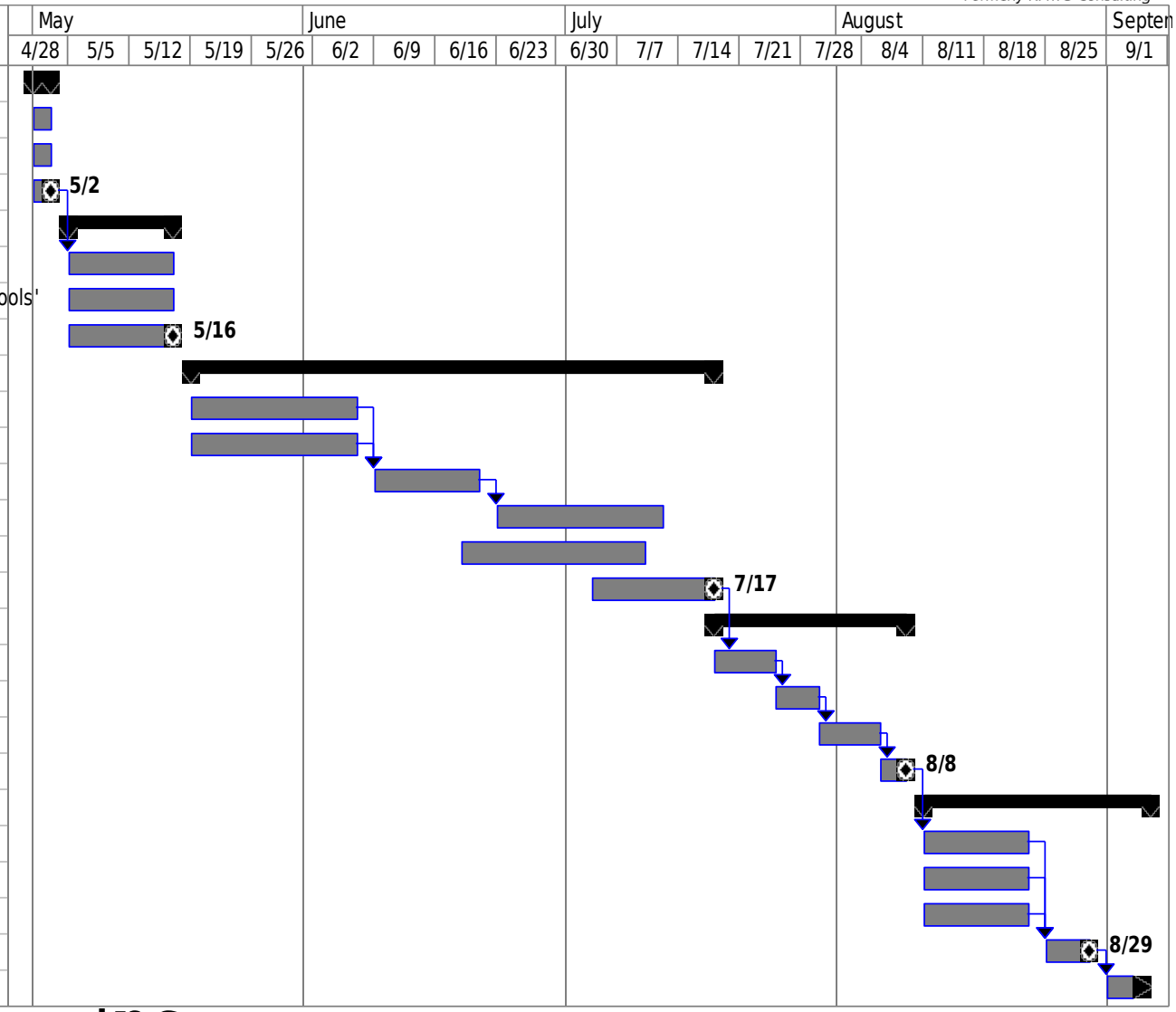
ID	Task Name
1	**Scope**
2	Define Project Goals
3	Define Project Scope
4	Establish Working Group and Responsibilities
5	**Baseline**
6	Identify what has changed in PR-05
7	Catalogue PPBS performance improvemen 'tools'
8	Establish PR-05 baseline
9	**Define Process - High Level**
10	Conduct survey
11	Solicit input from SMEs
12	Perform process analysis
13	Design process improvements
14	Identify what role PPBS 'tools' play
15	Develop high level process map
16	**Validate**
17	Validate process map with SMEs
18	Adjust process map
19	Validate process map with stakeholders
20	Adjust process map
21	**Define Process - Details**
22	Refine process map
23	Create process narrative / dictionary
24	Develop POM-06 calendar
25	Finalize deliverables
26	Communicate results



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Backup

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Backup - Questions

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What are boundaries of PPBS process to be examined/ improved?

- POM only, Budgeting included, Execution included?

What level of process change is acceptable?

- Radical reengineering (‘out of the box’) or incremental improvement

What level of detail for deliverables?

- Examples: 80 pg IDEFO model / 1 pg Power Point slide

What should be the source of improvement recommendations?

- PMIs, SMEs/stakeholders, BearingPoint, all

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